



CITY OF FRISCO PURCHASING DIVISION

July 19, 2012

Addendum #1

RFP# **1207-067**

RFP for WAYFINDING SIGNAGE PACKAGE

Questions and Answers:

1. QUESTION: Will awarded fabricator be responsible for obtaining sign permits?

ANSWER: Yes – one ROW permit will be needed; there will be no cost.

2. QUESTION: Do the sign designs comply with city ordinances?

ANSWER: Yes.

3. QUESTION: Are sign location based on utility locations?

ANSWER: Locations show in SLP are based solely on sight lines. Locations will need to be verified by awarded Fabricator and Owner after Utility research is performed by awarded fabricator.

4. QUESTION: Is there an advertised budget for this project?

ANSWER: No.

5. QUESTION: Is a bid bond required?

ANSWER: Yes, 5% of cost.

6. QUESTION: Is this project funded?

ANSWER: Yes.

7. QUESTION: Matrix in RFP details how bid will be awarded?

ANSWER: Yes, there are 1000 total points available.

8. QUESTION: Should new shop drawings be created as a shop drawing sample?

ANSWER: Bidders should submit a shop drawing from a previous project which shows the degree of detail and specification which can be expected on bidder's actual shop drawings if bidder is awarded this project.

9. QUESTION: We are interested in using the local work forces in the City of Frisco for the landscaping portion of this project as well as possible general contracting for the demolition & installation of old / new signage. Would you have any company references from prior projects you could send us?

ANSWER: The City does not qualify landscaping companies. In turn cannot recommend or disqualify any companies due to liability issues. Vendors may review the City's Bid Tabulation webpage (link listed below) and find contact information for any bidders who have shown an interest and/or been awarded any City landscaping projects over the past several years.

<http://www.friscotexas.gov/departments/administrativeservices/purchasing/bids/Pages/BidTabulation.aspx>

Vendors may also source through the consultant for this project.

10. QUESTION: Please confirm that the power will be provided by others to all signs locations. And Sign Company responsibility to provide lighting, timers and photo cells and all misc electrical items at sign location.

ANSWER: The only illuminated sign type is the I-1. Lighting fixtures/timers/photo cells/conduits are part of the Alternate Landscaping option. City will be responsible for bringing power within 10' of sign location for final connection by Awarded Fabricator.

11. QUESTION: Please that all street use lane closers, underground and ect. is to be included in the base bid.

ANSWER: Any street lane closures which are required, along with underground utility research are part of the base bid. Awarded Fabricator to follow NTTA/DOT and City of Frisco regulations. All safety protocols required by NTTA/DOT and City of Frisco are part of the base bid.

12. QUESTION: Will a bidders list be provided?

ANSWER: Color-Ad, Inc., Bunting Graphics, FSG Signs, Core States Group/Image Group, Architectural Graphics, Inc., Poblocki Sign Company, LLC, Walton Signage

13. QUESTION: Can a list be provided for local contractor sub-bid that has done work for the city in regards to Irrigation and Landscaping?

ANSWER: See response to #9.

14. QUESTION: Just for the sign sample would it be acceptable to roll 1/8" thick Aluminum reason would like to utilize all of our in house capabilities to produce sample, which will include our chemical process to be applied to aluminum to produce the Corten Steel look.

ANSWER: the rolled 1/8" thick aluminum will be allowed for the sign sample only.

15. QUESTION: The slip base post mounting detail is shown as the base bid specification and detailed on page (9) in the design intent drawings. There are (4) other base methods illustrated which were described as alternates during the mandatory pre-bid conference call. Where on the bid form do we indicate pricing for the (4) other methods? Note Row 29 in the excel bid form references "spread footers" but shows no quantities and we didn't want to assume anything. Is row 29 referencing a spread footer for the I-series signs or is this referencing the G-Series Signs.

ANSWER: Bidders should assume all locations will be a typical slip base with below ground footing. Bidders should refer to the Sign Message Schedule which specifies which locations are brick/cement/ground to determine installation costs for each sign location. Installation cost should be based on brick/cement/ground restoration examples shown on page 9. If it is learned during the installation process that a spread footer is needed because of a vault or underground conditions, the City has requested the bidder's Unit Cost for a spread foot installation on Row 29. It is unknown how many spread footers may be needed until utility research is performed. Bidders should base their Unit Cost for the spread footer on the Vaulted Sidewalk diagram shown on page 9.

16. QUESTION: What kind of traffic control measures will be required? Truck Mounted Attenuator? Flaggers? Road Work signs?

ANSWER: The contractor is required to comply with the 2011 Texas MUTCD, especially Part 6 for Temporary Traffic Control

17. QUESTION: What times and days can the work be performed?

ANSWER: 7am – 10pm, Monday thru Saturday, no Sunday Work (complies with City Noise Ordinance, Article IV. – Noise, Section 54 in the Code of Ordinances). Contractor shall not impede traffic on existing streets, driveways, alleys, or fire lanes open to the public. In the event the construction work requires the closure of an existing street, alley, or fire lane, the Contractor shall request the road closure through the City Traffic Division 972-292-5400 a minimum of 48 hours in advance of the requested closure. Closures will not be allowed prior to 9:00 a.m. or after 3:30 p.m., Monday through Friday unless otherwise approved by the City.

18. QUESTION: If there is a schedule of signs linking the sign type to the mounting conditions identified on page 9 of the specifications, can this be made available to bidders?

ANSWER: Please refer to the Sign Message Schedule. For each sign location the installation conditions are noted in the top right field.

19. QUESTION: In reference to alternate metal silhouettes for I-1, G-2 and G-3, it appears that the Porcelain Enamel FRISCO signs are the same depth as the ¼" aluminum plate beyond. Fourteen Gauge Steel is the thickest material to allowed for the process (0.070" thick). Also, the minimum return for the P/E process is 3/8" deep, a very labor-intensive and costly process. We would like to request that the face is flat 14 gage steel w/ porcelain enamel, welded studs on the back, and clarification that a ¼" return on the sign is not necessary.

ANSWER: Flat 14 gauge steel with porcelain enamel with welded studs on the back is an allowed substitution.

20. QUESTION: Will you be including your answers to the questions that were asked during our mandatory pre-bid conference call to all the bidders via an addendum?

ANSWER: Yes, responses to questions posted during prebid call are listed above.

21. QUESTION: During the Conference call it was said that signs needing right of way permits/TXDOT approval will be handled on a mutually agreed schedule different than the rest of the project? Please confirm and also provide a schedule for these signs if you have a date in mind.

ANSWER: During the conference call it was mentioned that the NTTA signs (Tx-1, and Tx-2) signs which are on the NTTA right-of-ways (Sam Rayburn Tollway and Dallas North Tollway) may not receive approval before this bid award. There will be not be a separate timeline unless approval is not received before bid award. Page 3 of the RFP states prices quoted in the bid must remain valid for a minimum 90 days from bid closing.

22. QUESTION: provide a schedule for these signs if you have a date in mind.

ANSWER: separate schedule cannot be provided until City learns of approval status of NTTA signs.

23. QUESTION: It is our understanding that the slip base components and Transpo break away supports indicated on page 9 of the design intent package are just for reference only and we are allowed and required to utilize any break away system, so long as it complies with TX DOT requirements. Please confirm.

ANSWER: Bidders must base their cost quotes on a TX DOT approved slip base breakaway design.

24. QUESTION: Please provide the contact information of any recommended or referenced Sign Installers or Landscaping Sub Contractors as discussed during the pre-bid conference.

ANSWER: See above, #9.

25. QUESTION: Does the prototype for Pedestrian Guide Signs need to have a precast base?

ANSWER: Because of the aggressive timeline, the precast base will not be required before the prototype inspection.

26. QUESTION: Do we need Porcelain enamel metal Silhouette sample to be provided along with prototype for Vehicular Guide Sign, if that alternate is chosen?

ANSWER: Because of the aggressive timeline, the porcelain enamel Frisco inset panel will not be required for the prototype inspection.

27a. QUESTION: Considering the fact that time is of the essence for this project and as a leading signage company who focuses on city wayfinding projects, would like to provide you our input on the project schedule for your review. We are confident that Corbin Design, being experts and leading wayfinding designers will agree with the steps and process outlined below that is required to successfully complete a wayfinding signage project. The purpose of providing this input is to assist the city and the designers as they choose the most responsible organization as a winner to handle this time sensitive wayfinding signage. At times we have seen firms bidding with aggressive schedules not considering the complete process and then they struggle to complete the project on time. We feel it's advantageous that we review the steps more minutely at this stage and understand and evaluate mutual responsibilities of the City/designers and fabricators and set the right expectations. We feel this will help in receiving qualified bids only and save everyone's valuable time. We understand that there is significance of this completion date and the date needs to be accomplished, that's more so the reason we feel it's important to breakdown the schedule further and communicate expectations to all bidders so that only bidders who have the infrastructure, production space, resources and experience can respond to this RFP.

Contract Award – 08-06-2012 (Can this be shortened by a week -07-31-2012?)

ANSWER: Contract award schedule cannot be moved as it's dependent on City Council approval.

27b. QUESTION: Execution of Contract-Submission of all Statutory Requirements-Bonds-Insurance – Generally any work including submittals is expected by the city begins after execution of the contract –this window of time usually is at least 1 week which cuts the submittal period. Please confirm the standard time frame to complete the contract execution phase for the City of Frisco, as described above.

ANSWER: Preparation of contracting documents can begin before the final approval by City Council. The City is committed to meeting the project schedule.

27c. QUESTION: Post Award Meeting - Receipt of all Client Input including Pre- Fab input for Preparation of Shop Drawings –Electronic Files for Design Intent Drawings; Final and Accurate Message Schedules, Finalized Location Plans- This is critical that all the above listed information is received at this meeting to initiate shop drawings without any lapse of time . Please confirm if it is a standard practice to have this meeting and will you have all this input ready to hand over all the input at this meeting. When do you think will be this meeting? (in most large RFP's we see this date pre set to enable everyone to clear the calendars avoid loss of time)

ANSWER: The final Sign Message Schedule, Sign Location Plans and Design Intent Drawings will be posted to a ftp site set up for the Awarded Bidder when the contract is awarded.

27d. QUESTION: Site Walk Through and Staking -Based on the number of locations –This site walk through is about a week activity. Only after walk through-we can have clarity on preparation of footer drawings, signage quantity reconfirmation (deletions or additions), sign type changes –this information only can help us make the shop drawings as complete and accurate as feasible, first time. Based on superior knowledge of the signage locations, please confirm the expected duration of this activity and also confirm if you agree that this activity must precede shop drawings preparation?

ANSWER: The expectation is that the sign-staking period will take a week. Shop drawings are needed immediately for the sign construction details so materials can be ordered, prototypes fabricated and inspected. Bidders must comply with Bid Timeline outlined in RFP.

27e. QUESTION: Utility Clearance and Resolve Conflicts –Does the City have latest updated maps that indicate existing utilities? Are there gas lines or fiber optic cables? Based on our past experience are Augured footings feasible or hand digging or hydro excavation is needed?

ANSWER: Utility Locates provided by DigTess, City will locate water, sewer, electrical for traffic signals and city maintained street lighting, and city maintained irrigation lines. Contractors have used augers for sign installs. When City forces are installing signs, they are usually hand dug.

27f. QUESTION: Developing color sample boards, material sample boards, *shop drawings for prototypes signs only for approval –The time allocated for this 13 business days and we believe activities 4 and 5 enumerated above will have some impact on providing an accurate shop drawings. Please confirm your agreement with this statement and reevaluate the period allocated.

ANSWER: Bidders must comply with bid timeline outlined in RFP.

27g. QUESTION: Approval of Colors and Shop Drawings for Prototypes –*The time allocated for all shop drawings is 13 days –Considering the schedule this may have to be condensed to no later than 1-2 business days for prototypes.

ANSWER: Bidder must comply with bid timeline as outlined in RFP.

27h. QUESTION: Prepare Shop Drawings with Preliminary Engineering input –Construction Drawings and Message Schedule Layouts for all signage – The time allocated for this 13 business days and we believe activities 4 and 5 enumerated above will have some impact on providing an accurate shop drawings. Please confirm your agreement with this statement and reevaluate the period allocated.

ANSWER: Bidders must comply with bid timeline outlined in RFP.

27i. QUESTION: Approval of all Shop Drawings and Message Schedules (MUST BE APPROVED AS SUBMITTED OR Approved as noted to prevent multiple revisions/submittals. Final Revised Drawings can be submitted for Archives) - * The time allocated for this is 13 days- Considering the schedule this may have to be condensed to no later than 5 business days total including for prototypes?

ANSWER: Bidder must comply with bid timeline outlined in RFP.

27j. QUESTION: Engineering Stamp of all client/designer approved shop drawings - Obtain confirmation of engineering compliance from project structural engineers on final set that is ready for construction. Usually the stamping is done after the designer and client have approved the shop drawings in principle (though preliminary engineering evaluation has to be done prior to drawings submission actual stamping has to be done after clean set is created or else we will be doing multiple engineering fee) We think we

should allow at least a business week for structural engineer. Please confirm your expected duration for this task and requirement of this task.

ANSWER: Bidder must comply with bid timeline outlined in RFP.

27k. QUESTION: Material procurement for prototypes, manufacture 2 prototype signs, as per the RFP requirements, review-tweak-finalize and obtain approval as needed. (The Prototype has to be approved or approved as noted). The time allocated for prototypes is aggressive but considering the overall time we have it's fair, but there was no specific allowance of time made for inspection-reviews-tweaks- second reviews if needed. This may not be needed but at times it is needed and we must always allow at least a week for this. Please comment .

ANSWER: We are relying on detailed shop drawings and the material/color samples submitted before the prototype production. The prototype inspection purpose is to evaluate the execution of the drawings.

27l. QUESTION: Utility Clearance and Resolve Conflicts –Does the City have maps that indicate existing utilities? Are there gas lines or fiber optic cables? Based on our past experience are Augured footings feasible or hand digging or hydro excavation is needed?

ANSWER: See above response.

27m. QUESTION: Release any sub contracts EG : Landscaping etc in line with project schedule- Landscaping specifications and Requirements must be spelled out clearly at the post award meeting to accomplish this in a timely fashion. Please confirm by when you can provide clear specifications and requirements of landscaping.

ANSWER: landscaping specifications are complete.

27n. QUESTION: Manufacture of proposed signs as per specifications and approved prototypes/mock ups and approved shop drawings –This in our view takes 12 weeks from 100% approval, provided there are no major changes to sign types or quantities or any site conditions that may impede production. We feel that the City and Designers need to work very closely and be open to be creative methods including - quicker award, quicker contract execution, available for interactive reviews (meet and review across the table as a team and walk away with approved as noted package) , walk through with short notice and also need to provide reviews electronically and in a swift manner to accomplish this due date and yet maintain quality requirements. Please confirm if the City and Designers are open minded and flexible and have resources for this type of cooperation?

ANSWER: City and Designer are committed to meeting project timelines and expect Bidders to meet timeline also.

27o. QUESTION: Logistics - shipment of signs to the site-Even if it's local company we should allow a 3-5 business days for shipping of this signs, this must come out of the current manufacturing time. Please confirm your understanding?

ANSWER: Shipment methods and timelines vary by fabricator. There will be two shipments of signs so installation can begin before the end of fabrication.

27p. QUESTION: Installations of Signs –We must start the site construction and installation parallel while we produce the signs–as the window allowed for installation is not adequate for site construction and installation? We also assume that weekend and late evening work is allowed as required. Is this your understanding also?

ANSWER: Site work and Foundation work will need to begin during fabrication process.

Controlled by noise ordinance, 7am – 10pm, Monday thru Saturday, no Sunday Work. Lane closures only from 9am to 3:30pm, If contractor wants to conduct weekend work, he must notify the City by the noon on the preceding Thursday.

27q. QUESTION: Complete all punch list items that are determined to be rectified in time efficient manner. Does this activity falls outside of the schedule dates provided?

ANSWER: Yes, punchlisting will occur after completion installation deadline.

27r. QUESTION: Develop maintenance guidelines and fulfill project Close out requirements- Does this activity falls outside of the schedule dates provided? Once again we wish to reiterate that we have just provided this to visualize this schedule prior to the bid and communicate clearly, set proper expectations which will helps us to bid responsibly and helps you to receive well qualified bids, and that's all. We assume that you will respond to these questions via an addendum.

ANSWER: the project close out requirements and maintenance guidelines will occur after the completion of installation

Vendors who may have already submitted a bid and feel this addendum may change their bid price, may pick up their bid, and return it by the closing date. If picking up the bid is not feasible, any new bid submitted by your firm will supersede one previously submitted.

Acknowledge receipt of this addendum by initialing in the appropriate space on the bid document.

Sincerely,

Tom Johnston, CPPO, C.P.M.

Director of Administrative Services

City of Frisco